



KENTUCKY BOARD OF SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY

Ernie Fletcher
Governor

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To The Public Schools Superintendents:

We are finding that there is confusion among Speech-Language Pathologists working in the school system as to whether they need to hold a license from our Board to practice in the state of Kentucky. The answer is yes and no.

If the Speech-Language Pathologist is in a certified position and only practices in the school system and does not practice privately, then no, a license through our Board is not necessary. If the Speech-Language Pathologist is in a classified position, then yes, a license through our Board is necessary. In fact, we would like to request that you encourage all Speech-Language Pathologists in your system to maintain state licensure.

We are finding that some do not know if they are classified or certified. Can you please let all Speech-Language Pathologists in your system know of their designation? We have included a fact sheet of frequently asked questions for distribution, as well.

Thank you for your help in this matter. If you have further questions, please feel free to contact us.

Sincerely,

A handwritten signature in dark ink, appearing to read "Pam A. Ison".

Pam Ison
Board Chairperson

Attachment



Frequently Asked Questions:

How do I get in touch with Board members?

Their names are a matter of public record. Access the web-site for that information. Contact the Board Administrator for the phone number of a board member.

How can I ensure that my application has been received?

You may send your application materials via certified mail or call your bank to see if your check has been cashed. Once payment has been received and the application approved by the board, it will be posted on the web-site. Information regarding applications is communicated via U.S. Mail. The Board Administrator and individual Board members are unable to provide information regarding applications over the phone.

Can I call the office in Frankfort to see if they have received my check?

Yes, please call the Occupations & Professions Fiscal section at 502-564-3296 extension 231 or 235. They will be able to verify receipt of payment. Due to the heavy volume of phone calls, it is suggested that you access the web-site for information whenever possible.

Can I call the office in Frankfort or an individual Board member to check on the status of my application?

No – You will receive all correspondence via the US mail. Individual Board members are not empowered to answer questions individually.

Can I call the office in Frankfort to receive verbal verification of the completeness of my application?

No – this information will be communicated via the US mail.

When do I renew my license? What's the grace period?

Renewal is annual, notices are sent out in late Fall. Renewal fees are due on or before January 30. A 30-day grace period is allowed, however, during that time a grace period fee will also be applied to the renewal.

How can I find out if my renewal has been received and processed?

Access the Board's web-site: <http://finance.ky.gov/BSLP> If your paperwork has been received and processed, then it will be reflected here. You can print off a copy of your verification of licensure simply by providing your license number and social security number. This may come in handy with employers.

What do I need to do about CEU's during my CFY?

CEU's are not required during the CFY period.

If I'm renewing for the first time do I need Continuing Education credits?

No. A person newly licensed during the license renewal period shall not be required to complete continuing education as a pre-requisite for the first renewal of his license.

What is the time frame for attaining continuing education units for renewal?

Licensees must earn a minimum of 15 continuing education hours during the annual period for renewal. Individuals holding licenses in both speech-language pathology and audiology must earn a minimum of 25 continuing education hours in the annual period for renewal. Licensees may earn continuing education hours during the grace period from January 1 to March 2. However, licensees should note that hours earned during the grace period may not also be counted toward the annual renewal for the following year.

Can continuing education hours be carried over from one year to the next?

Yes, a licensee holding one license may carry over five continuing education hours and a licensee holding dual license may carry over eight continuing education hours.

Are extensions for earning continuing education hours granted?

Extensions for earning continuing education units are only granted for extenuating circumstances such as medical disability of licensee, or illness of licensee or immediate family death or serious injury of immediate family members.

How many CEU's can be obtained through Self-Study?

Self-study requires prior approval by the Board.

What fees do you charge for administering Continuing Education credits?

None.

What does it mean to be audited?

It means that you must send supporting documentation for 15 hours of continuing education credit earned in the licensure period for renewal for the following year. (This number is 25 for dually licensed individuals.)

What do I have to provide if I'm audited?

In order for the Board to adequately review a program for CE credit, the following information shall be submitted: a published course or similar description; names and qualifications of the instructors; a copy of the program agenda indicating hours of education, coffee and lunch breaks; number of continuing education hours requested; official certificate of completion, or receipt for the fee paid to the sponsor.

What if I want to lodge a complaint?

Per KAR 17:070 – a complaint is a written allegation of misconduct by a credentialed individual. This complaint shall be signed by the person offering the complaint and then filed with the Board. It will be brought before the complaint committee at the next scheduled Board meeting.

What are the caseload limitations for Speech-Language Pathologists working in public schools?

The caseload of a Speech-Language Pathologist working in the public schools is 65 students. However, a Speech-Language Pathologist who supervises Speech-Language Pathology Assistants may increase his/her caseload by one half for each Speech-Language Pathology Assistant working under their supervision.

Can I supervise more than one Speech-Language Pathology Assistant?

Yes, you may supervise up to two Speech-Language Pathology Assistants.

What do I need to know about supervising SLPA's?

You may supervise no more than two Speech-Language Pathology Assistants. Each Speech-Language Pathology Assistant you supervise must receive documented direct and indirect supervision each week. The amount of supervision time required is dependent upon the Speech-Language Pathology Assistant's years of experience and type of license. Please refer to KAR 17:025 for information regarding supervision requirements for Speech-Language Pathology Assistants.

What do I do about encroachment by other professions?

If you have a specific complaint regarding unprofessional conduct of someone from another profession, it should be filed with the Licensure Board which licenses that individual.